



5425 Robin Hood Road, Suite 203  
Norfolk, Virginia 23513  
(757) 314-6440  
Fax (757) 314-6481

---

5420  
Ser 02/077  
23 Jan 04

From: Deputy Director, TRICARE Mid-Atlantic Region

Subj: POPULATION HEALTH CASE MANAGEMENT STANDARDS  
TRAINING AND WORKGROUP SESSIONS

Encl: (1) Registration/Fund Application Form  
(2) Quota List with Suggested Attendees

1. TRICARE Mid-Atlantic Region (TMAR) will host Case Management (CM) Standards training and Population Health Workgroup sessions on **24 February and 25 February 2004**, at Seymour Johnson Officer's Club, Seymour Johnson Air Force Base, North Carolina. With the next generation of TRICARE contracts the military treatment facilities (MTFs) assume added responsibility for case management. In conjunction with focused workgroup sessions occurring both days, the opening day will feature a full day of Case Management standards training, facilitated by experts from the Case Management Society of America and American Accreditation Healthcare Commission (URAC). This activity is segmented to provide separate educational group opportunities for Medical Directors, Pharmacy, Health Promotion, Case Management and Utilization Management personnel.

2. Enclosure (1) must be completed by **13 February 2004**. Quotas have been allocated to each command and outline distribution. TMAR will provide the fund cite for the quota of individual traveling to Seymour-Johnson for the working conference.

3. Each MTF is requested to identify a point of contact (POC) to coordinate the registration forms for your command. This person will be responsible for assuring the completeness of registration forms and fund cites (where applicable), along with coordination of travel, as TMAR will only fund one vehicle per five attendees from each command.

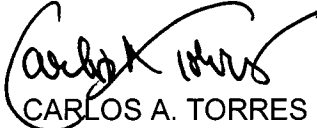
4. To expedite registration, please forward your POC's name, contact information and all fund cite registration forms to: Mrs. Raquel Velazquez at [Raquel.Velazquez@mh.tma.med.navy.mil](mailto:Raquel.Velazquez@mh.tma.med.navy.mil) or Mrs. Ruby Johnson at [Ruby.Johnson@mh.tma.med.navy.mil](mailto:Ruby.Johnson@mh.tma.med.navy.mil) or fax to (757) 314-6481. For any registration questions please contact Mrs. Velazquez at (757) 314-6493 or Mrs. Johnson at (757) 314-6456.

5. Attendees who do not have a DoD vehicle registration sticker and need base access for their vehicle should provide the following information: full name, command name and phone number, date of arrival, vehicle make, model, license number, and state of licensure.

5420  
Ser 02/077  
23 Jan 04

Subj: POPULATION HEALTH CASE MANAGEMENT STANDARDS  
TRAINING AND WORKGROUP SESSIONS

6. Thank you for your ongoing collaborative efforts in working with the Lead Agent. I appreciate your support in disseminating this opportunity to your staff and facilitating participation.



CARLOS A. TORRES  
CAPT, NC, USN

Distribution:  
TRICARE Mid-Atlantic MTF Commanders  
TRICARE Mid-Atlantic Medical Director Board  
TRICARE Mid-Atlantic Pharmacy Board  
Humana Military Health Service



Registration Deadline

**13Feb 04**

POPULATION HEALTH WORKGROUP SESSIONS AND CASE MANAGEMENT STANDARDS TRAINING  
REGISTRATION AND FUND CITE REQUEST APPLICATION FORM  
SPONSORED BY TRICARE MID-ATLANTIC (TMAR) POPULATION HEALTH DIRECTORATE

**Date: 24 February and 25 February 04 Location: Seymour Johnson Officers' Club**

REGISTRATION: There is no registration fee. However, pre-registration is required. To register, complete and return to TMAR via fax to Raquel Velazquez or Ruby L. Johnson at (757) 314-6481. For further information please contact Mrs. Raquel Velazquez or Ruby L. Johnson at (757) 314-6441, DSN 565-0386 x 6441.

Travel Funding Request (fund cite\*) by TMAR Yes \_\_\_\_\_ No \_\_\_\_\_

*\* If yes, complete both the top registration section and the bottom fund cite application section and return to TMAR via fax to Raquel Velazquez or Ruby L. Johnson at (757) 314-6481.*

NAME: Last: \_\_\_\_\_ First: \_\_\_\_\_ MI: \_\_\_\_\_

RANK/RATE/TITLE/GRADE (specify civil service or MCSC): \_\_\_\_\_

POSITION TITLE: \_\_\_\_\_

SOCIAL SECURITY NUMBER (required): \_\_\_\_\_

COMMAND/AGENCY: \_\_\_\_\_ Division/Department: \_\_\_\_\_

FULL COMMAND/AGENCY MAILING ADDRESS: \_\_\_\_\_

EMAIL ADDRESS (attendee): \_\_\_\_\_

PHONE (attendee): \_\_\_\_\_ DSN (attendee): \_\_\_\_\_ FAX (attendee): \_\_\_\_\_

\*COMMAND FAX (Travel Coordinator POC/for fund cite): \_\_\_\_\_

\*COMMAND PHONE (Travel Coordinator POC/for fund cite): \_\_\_\_\_

Only active duty and civilian service personnel are eligible for TMAR TAD/TDY funding. If approved, TMAR TAD/TDY funding covers per diem/transportation expenses only for participants (within TMAR) traveling a distance greater than 50 miles (one-way) to the conference, and requiring overnight lodging.

\*MODE OF TRANSPORTATION: (PLEASE NOTE: Only one vehicle per five attendees from each command, or rental vehicle, is funded by the Lead Agent). If using a rental vehicle, please indicate if you are the designated driver or passenger.

\*Please make every attempt possible to obtain a Government Vehicle. POVs will not be authorized and those driving POVs will do so at their own expense.

\_\_\_\_\_ GOVERNMENT VEHICLE \_\_\_\_\_ RENTAL VEHICLE

\_\_\_\_\_ DRIVER \_\_\_\_\_ PASSENGER

LODGING: In accordance with BOQ requirements, TMAR will make your reservation.

Please provide: Date of Arrival: \_\_\_\_\_ Date of Departure: \_\_\_\_\_

DRESS: Military: Normal Duty Uniform, Civilians: Business Casual

Signature of Traveler: \_\_\_\_\_

Signature of Traveler's Supervisor: (include phone#) \_\_\_\_\_

*I plan to attend the following*

**Focus Work Group Day One:**

☐ Case Management Standards  
Training (35 Participants)

☐ Pharmacy  
☐ Medical Directors (Invitation only)

**Focus Work Group Day Two:**

☐ Health Promotion  
☐ UM TNEX Transitional Issues  
☐ Product Standardization  
Meeting

ENCLOSURE (1)

POPULATION HEALTH CASE MANAGEMENT STANDARDS TRAINING  
AND WORKGROUP SESSIONS

24 February – 25 February 2004

QUOTA OF ATTENDEES FUNDED BY TMAR

MTFs	Health Promotion	Case Management / UM Coordinators	Pharmacy	Total Quota
Naval Medical Center Portsmouth	2	7	2	11
1 <sup>st</sup> Medical Group Langley AFB	2	2	2	6
McDonald Army Community Hospital FT Eustis	2	2	2	6
Kenner Army Health Clinic FT Lee	2	2	2	6
Womack Army Medical Center FT Bragg	2	5	2	9
Naval Hospital Camp Lejeune	2	2	2	6
Naval Hospital Cherry Point	2	2	2	6
43 <sup>rd</sup> Medical Group Pope AFB	2	2	2	6